

Montgomery County Commission

Rich Daniels
1st District Commissioner

Ryan Poston
Presiding Commissioner

John W. Noltensmeyer
2nd District Commissioner

August 2, 2011

Dear Consultant:

The County of Montgomery is requesting the services of a consulting engineering firm to perform the described professional services for the project included on the attached list. If your firm would like to be considered for these consulting services, you may express your interest by responding to the appropriate office, which is indicated on the attachments. Limit your letter of interest to no more than two (2) pages. This letter should include any information which might help us in the selection process, such as the persons or team you would assign to each project, the backgrounds of those individuals, and other projects your company has recently completed or are now active.

DBE firms must be listed in the MRCC DBE Directory located on MoDOT's website at www.modot.gov, in order to be counted as participation towards an established DBE Goal. We encourage DBE firms to submit letters of interest as prime consultants for any project they feel can be managed by their firm.

It is required that your firm's Statement of Qualification (RSMo 8.285 through 8.291) and an Affidavit of Compliance with the federal work authorization program along with a copy of your firm's E-Verify Memorandum of Understanding (15 CSR 60-15.020) be submitted with your firm's Letter of Interest.

We request all letters be received by 1:30 pm, Thursday, September 15, 2011 at the Montgomery County Courthouse; 211 East Third St. Montgomery City, MO 63361.

Sincerely,

Pamela A. Cartee

Pamela A. Cartee
Clerk of the County Commission

Attachment

<i>County of Montgomery, Route Green Hills Road</i>	
Federal Aid No.:	BRO-B070(16)
Location:	S9-T49N-R5W on Green Hills Road over Little Elkhorn Creek
Proposed Improvement:	Replacement of existing bridge No. 1650009
Length:	Currently 29'
Approximate Construction Cost:	\$170,000
DBE Goal Determination	0%
Consultant Services Required:	<i>Roadway: preliminary plans, right of way plans. Bridge: hydraulic analysis, scour studies, field surveys, and preliminary design of a new bridge. The geotechnical investigation and construction inspection.</i>
Other Comments:	
Contact:	<i>Pam Cartee – Clerk of the Montgomery County Commission 211 East Third St. Suite 206, Montgomery City, MO 63361 (573)564-3357 Email: montcoclerk@mccountymo.com</i>
Deadline:	<i>1:30 PM, Thursday, September 15, 2011</i>

Pursuant to the Brooks Act for Consultant Selection – the following criteria will be the basis for selection. Additional criteria can be added with the approval of Central Office Design

Experience and Technical Competence -	30	Max Points
Capacity and Capability -	30	Max Points
Past Record of Performance -	30	Max Points
Firm's Proximity & Familiarity with project area -	10	Max Points